

**Unapproved  
Downtown Management Board  
Regular Meeting Minutes  
Tuesday, May 19, 2020 4:00 PM**

Chairman Bacigalupo called the regular meeting of the Downtown Management Board to order at 4:00 p.m., Members present were:

Rachael Reh	Mike Bacigalupo	Tara Welch
Sara Dimitroff	Barb Englehardt-Carter	Paul McGinnis
Avram Golden	Alan LaFave	Andrew Heppner
Ali Smith		

The following were absent: Jim Goodrow, Paul McGinnis, Dorothy Dean, Jesse Dockett, Kristen McDonald Rivet

Also Present: Suzanne Maxwell, Executive Director  
Kellie Wackerle, Administrative/Marketing Specialist

**PUBLIC INPUT**

- Alan LaFave is meeting with his team next week to discuss the Fall Hells Half Mile Film Festival.
- Rachael Ray from the Bay Area Chamber of Commerce mentioned the launch of website [www.reopenbaycounty.com](http://www.reopenbaycounty.com) in efforts to keep Bay County safe while going back to work.

**PRE-NOTIFICATION OF ABSENCES**

None

**ORGANIZATION**

Chairman Bacigalupo presented the Consent Agenda items 1-2 under Organization and asked the Board to review. Motion to approve the consent agenda by Engelhardt-Carter, supported by Smith, motion unanimously approved. The 2020/2021 DMB budget was presented to review and approve. Motion to approve by Englehardt-Carter, supported by Heppner, motion unanimously approved.

**CITY OF BAY CITY FINANCIAL SERVICES**

Bacigalupo and Maxwell have been working with George Martini from the City of Bay City regarding handling monthly financial statements, audits and payables. Martini is still looking into how to handle staff payroll and what the costs charged to the DMB will be for the services provided.

**EXECUTIVE COMMITTEE REPORT**

The Executive Committee met and discussed the DMB 20/21 budget and financials, including the city of Bay City financial services recently proposed.

**GENERAL BUISNESS**

- A. Maxwell has been working on MCACA Grant application for the mural on wall behind Old City Hall. The application will be firmed up by the Executive Committee and will be submitted by the due date of June 1<sup>st</sup>.
- B. DDA Chairperson Tim Banazak and the owners of Electric Kitsch have been working on uplifting mural for behind Electric Kitsch/Bay City Yoga. This is a private partnership project for the location of 915 Washington Ave. Currently waiting on an updated design that will be sent to Banazak for approval.

### **MARKETING & BUSINESS UPDATE**

Wackerle provided an update on the duties she has completed while working remotely, which includes all administrative functions, working with Maxwell on a potential grant application, and keeping the public informed of Downtown business information and events. DMB staff will also be moving into the new offices at 901 Saginaw and will do so when construction is complete and the Governor's Executive Order is lifted.

### **UPCOMING EVENTS**

Sidewalk Days is the next tentative event, scheduled for July 23-25. The DMB will continue determining if events can be held, as the Governor modifies the "Stay Home, Saves Lives" order. Golden is working with Bay City Public Schools for a virtual art walk. Studio 23 is also offering online and virtual art classes.

### **CITY/DDA/CHAMBER OUTDOOR DINING PLAN**

Heppner reported that the City of Bay City, Downtown Development Authority and the Chamber of Commerce are working to close some downtown streets for social distancing dining and entertainment. The group is still working on which streets will not negatively affect downtown traffic and can benefit the majority of businesses. City Commission and the State of Michigan will need to approve the plan.

### **ADJOURN**

With no further business to come before the Downtown Management Board, meeting adjourned at 5:02 PM

Respectfully Submitted,

Suzanne Maxwell  
Executive Director